

REVISED

VACANCY NOTICE

CS-376
REV(11/01)

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

Description of Position	TITLE OF POSITION: <u>Correctional Investigator I</u>	CLASSIFICATION CODE: <u>02181500</u>
	SALARY RANGE: <u>624 A \$41917-\$58540</u>	REFERENCE POSITION NUMBER: <u>137012430-00004</u>
	Department or Agency Name: <u>Corrections</u>	APPLICATION PERIOD: <u>12-28-2009 to 01-03-2010</u>
	Division/Section/Unit: <u>Institutions/Operations-Special Investigations Unit</u>	3 day grace: <u>01-06-2010</u>
Assignment(s) / Comments: <u>RIBCO Members ONLY-Inappropriate bids will NOT be acknowledged</u>		
General Information to Candidate	Shift and Days: <u>(Mon-Fri) 8:00am-4:00pm</u>	
	Job Location: <u>All ACI Facilities</u>	
	Restrictions/Limitation:	
	Position Covered By Collective Bargaining Union Agreement: Yes <u>X</u> No <u> </u>	
Statement of Duties	Name of Bargaining Unit: <u>RIBCO</u>	
	There is* <u> </u> is not <u>X</u> a Civil Service List for this	
	See A/B or Both for Specific Instructions	
	* NOTE: If there is a list, only laterals (employees with the same title) or individuals certified by OPA may be appointed.	
Minimum Education & Experience	INSTRUCTIONS:	
	A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Please include, either on the application or within a cover letter, both the File Position Title and Number.	
	Most Important - Please include the following information:	
	<ul style="list-style-type: none">The title of the position for which you are applyingTitle of your present position and date you entered itDate you entered State serviceName of department where you are currently employedYour business telephone numberPresent Union Affiliations	
Where to Apply	*** In certain agencies, bargaining union applicants will receive preferential consideration according to contract.	
	B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT:	
	If indicated above that <u>no civil service</u> list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be provided. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply, please write "N.A." for Not Applicable. If you fail to answer all the questions on the application form, your application will be given no consideration of your application.	
	C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS:	

**E-VERIFY
PROGRAM
EMPLOYER****DUTIES / RESPONSIBILITIES:**

To be responsible for investigation of all inmate illegal and illicit activity in all facilities as well as inmate housing, work, recreation, community confinement and work release. To conduct investigations of inmate rule violations, disruptive behavior, gang activities, illegal drug activities and all other problematic behavior of inmates. To ensure that all security and control protocols are being complied with, to investigate possible security breaches and to perform all related work as required.

EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:

(A class specification describing the duties of the position and the minimum qualifications will be furnished upon request.)
Education: Such as may have been gained through: Graduation from high school; and, **Experience:** Such as may have been gained through: Employment in a position of the kind and level of a Correctional Officer in an adult correctional facility; Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.
SPECIAL REQUIREMENT: Must have completed the Rhode Island Department of Corrections Training Academy Program for Correctional Officers, or an equivalent program.

Apply within the application period as shown on this announcement. **NOTE:** Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. **SEND RESUME or CS-14 Application to:**

Janet L. Colvin
Office of Human Resources
39 Howard Ave.
Cranston, R.I. 02920

Telephone #: **(401) 462-0380**
Fax #: **(401) 462-2685**
TTY/TDD #: **7-1-1**
(Telecommunication Device for the Deaf)



STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY/DIVERSITY/E-VERIFY PROGRAM EMPLOYER
WOMEN & MINORITIES ARE ENCOURAGED TO APPLY

edged

ted to this position.